



CITY OF FLAGSTAFF

- CONFIRMING CHANGE ORDER NO. _____
- DESIGN CONTRACT CHANGE ORDER NO. _____
- CONSTRUCTION CONTRACT CHANGE ORDER NO. _____
- CONTRACT ALLOWANCE UPDATE NO. _____

PROJECT NO. _____ PROJECT NAME: _____

FILE NO. _____ PROJECT MANAGER: _____

FIRM NAME: _____

Purchase Order Number:		Line Number:		Current Amount
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Change Order originated by: CITY OF FLAGSTAFF CONTRACTOR DESIGN FIRM OTHER: _____

DETAILED DESCRIPTION:

JUSTIFICATION:

TIME ANALYSIS:

COST ANALYSIS:

CITY OF FLAGSTAFF		PROJECT STATUS FORM		
PROJECT NAME: _____		<input type="checkbox"/> Design <input type="checkbox"/> Construction <input type="checkbox"/> Other		
PROJECT NO. _____		FILE NO. _____		
ACCT. NO. _____ %	GRANT FUNDED? NO YES		% OF GRANT FUNDING -	
ACCT. NO. _____ %	IF YES, WHAT IS GRANT NAME: _____			
ACCT. NO. _____ %	GRANT ACCOUNT NUMBER: _____			
COUNCIL APPROVAL DATE: _____		ORIGINAL CONTRACT AMOUNT: _____		
PROJECT BUDGET (FY _____)		PROJECT BUDGET (FY _____)		
NOTICE TO PROCEED DATE: _____		ORIGINAL CONTRACT PERIOD (calendar days): _____		
ORIGINAL COMPLETION DATE: _____		ORIGINAL CONTRACT ALLOWANCE: _____		
DESIGN FIRM:				
Change Orders	C.O. Amount	C.O. Days	Start Date	REASON FOR CHANGE
Revision Date	New Total	New Total	New Comp. Date	
CO #19				
2				
3				
4				
5				

COMMENTS: The allocations shown above are inclusive of all Change Orders shown. If there are more than 5 Change Orders, please request a separate form from Purchasing that includes additional spaces. Thank you!

END DATES

ORIGINAL CONTRACT PERIOD	_____	Days	(_____)	ORIGINAL CONTRACT	\$ _____
PRIOR TIME CHANGES	_____	Days	(_____)	TOTAL PRIOR VALUE CHANGES	\$ _____
THIS TIME CHANGE	_____	Days	(_____)	VALUE OF THIS CHANGE	\$ _____
NEW CONTRACT PERIOD	_____	Days	(_____)	NEW CONTRACT	\$ _____



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19

PROJECT NO. 346800 **PROJECT NAME:** Rio de Flag Flood Control Utilities
FILE NO. 03-04011 **PROJECT MANAGER:** Ivey R. Coss

SIGNATURES

SUBMITTER

Project Manager 05/19/2026 **Approved Signature** **I.R. Coss**
Digitally signed by I.R.Coss
 DN: cn=U.S. E-Ivey.Coss@flagstaffaz.gov, o=CofP, ou=Capital Improvements, cn=I.R.Coss
 Reason: I am the author of this document
 Date: 2026.05.19 15:43:56-07'00'

 Date

Division Head 05/28/2026 **Approved Signature** *Paul Mood*
Paul Mood
 2026.05.28 11:09:50 -07'00'

 Date

COMMITTEE

Water Services 2026-05-29 **Approved Signature** **Douglas Slover Jr**
Digitally signed by Douglas Slover Jr
 Date: 2026.05.29 14:05:53 -07'00'

 Date

Public Works 5-29-2026 **Approved Signature** *Paul Mood*
Paul Mood
 2026.06.01 09:31:48 -07'00'

 Date

City Engineering 06/01/2026 **Approved Signature** *Christina A. Kinnear*
Digitally signed by Christina A. Kinnear
 Date: 2026.06.01 11:26:28 -07'00'

 Date

City Attorney _____ **Approved Signature** *Tammy L Ryan*

 Date

Finance 06/01/2026 **Approved Signature** _____

 Date

Purchasing (Chair) _____ **Approved Signature** **Patrick Brown**
Digitally signed by Patrick Brown
 Date: 2026.06.01 13:17:39 -07'00'

 Date

EXECUTIVE

City Manager _____ **Approved Signature** _____

 Date

Council Meeting Date (if required) _____ **Council Approved?** Yes No

We have given careful consideration to the proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, and perform all services necessary for the work specified.

FIRM NAME: Ardurra **Signature:** **Steve R. Lewis**
Digitally signed by Steve R. Lewis
 DN: c=US, e=slrlewis@ardurra.com, cn=Ardurra, ou=PS01, cn=Steve R. Lewis
 Reason: I am approving this document
 Date: 2026.05.20 09:10:53-07'00'

Date: 05/19/2026 **Print Name and Title:** Steve R. Lewis, Group Leader

Change Orders	C.O. Amount	C.O. Days	Council Date	REASON FOR CHANGE
Revision Date	New Total	New Total	New Comp. Date	
CO #1				
Field Order #1				
Field Order #2				
Field Order #3				
CO #2				
Field Order #4				
Field Order #5				
Field Order #6				
CO #3				
Field Order #7				
CO #4				
Field Order #8				
CO #5				
CO #6				
CO #7				
CO #8				



1801 W. Route 66
Suite 117
Flagstaff, AZ 86001
(928)-774-4636

Ms. Christine Cameron
Ms. Ivey Coss
City of Flagstaff
211 W. Aspen Avenue
Flagstaff, AZ 86001 ("Client")

May 5, 2026
Job # 04473

RE: Rio De Flag
Additional Services Change Order #19

Dear Ms. Cameron and Ms. Coss:

Ardurra has been asked to provide additional services for the design and real estate portions of the project for the added period of May 2026 through May 2029. Please provide a change order for the additional services listed below.

SCOPE OF SERVICES, ADDITIONAL

We propose to provide the following:

Item No.	Description	Fee
1.	Project Management: This item includes processing change orders, tracking time and expense, preparing invoices, and providing project status reports. Estimated costs is based on 0.5 hours per week for 156 weeks.	\$25,350
2.	Meetings & Coordination: This item includes the following meetings for an additional 156 weeks with 2.5 Ardurra staff: <ul style="list-style-type: none">• Weekly meetings with the City of Flagstaff• Bi-weekly meetings with the City of Flagstaff, Corps, and Tetra Tech• Monthly coordination meetings to coordinate the Lone Tree Overpass, Downtown Mile and RDF projects.• Monthly coordination meetings with BNSF to coordinate all City projects along the BNSF corridor.• Coordination to prepare exhibits/added plans for meetings	\$209,820
3.	Phase 4 Updates: This item includes continued preparation of plan packages (updated plans, specs, estimates) for the Phase 4 portion of the project, addressing any ongoing comments, and providing comment responses.	\$9,450
4.	Phase 6 Updates: This item includes continued preparation of plan packages (updated plans, specs, estimates) for the Phase 6 portion of the project, addressing any ongoing comments, and providing comment responses.	\$9,450
5.	Legal Descriptions/Exhibits/Survey Documents: This item includes continued assistance with updating and finalizing legal descriptions and exhibits for real estate as needed.	\$9,000

6 Direct Expenses Allowance

\$1,000

ASWO#19 DESIGN TOTAL: \$264,070.00

Your signature below will serve as your acceptance of this Work Order, pursuant to the terms and conditions of the original contract. Feel free to call if you have any questions or concerns.

Sincerely,



Steve R. Lewis, P.E.
Group Leader

Accepted: _____ Date: _____



FEE PROPOSAL SUMMARY

PROJECT NAME:	Rio De Flag - Change Order 19
PROJECT NO.:	R2004-26-0000100
FEDERAL PROJECT NO.:	no
TRACS NO.:	no

<u>CLASSIFICATION</u>	<u>CONTRACT LABOR</u>		<u>LABOR FEES</u>
	<u>MAN HOURS</u>	<u>BILLING RATES</u>	
Engineering Dept. Manager	414	\$ 325.00	\$ 134,550.00
Team Lead / Sr. Project Manager	0	\$ 305.00	\$ -
Sr. Project Manager	0	\$ 270.00	\$ -
Project Manager / Sr. Project Engineer	0	\$ 240.00	\$ -
Assistant Project Manager / Project Engineer	0	\$ 190.00	\$ -
EIT II	568	\$ 155.00	\$ 88,040.00
Engineer Intern	0	\$ 85.00	\$ -
Survey Manager	176	\$ 230.00	\$ 40,480.00
Surveyor II	0	\$ 160.00	\$ -
Surveyor I	0	\$ 155.00	\$ -
2-Person Survey Crew	0	\$ 200.00	\$ -
Project Coordinator	0	\$ 130.00	\$ -
	TOTAL DIRECT LABOR		\$ 263,070.00
	SUBTOTAL CONTRACT LABOR		\$ 263,070.00

Subtotal Contract Labor	\$ 263,070.00
Subtotal Direct and Outside Expenses	\$ 1,000.00
Subtotal Subconsultants	\$ -
Total Contract Fee	\$ 264,070.00

Subtotal Allowances	\$ -
Total Contract Fee & Allowances	\$ 264,070.00

<u>DIRECT AND OUTSIDE EXPENSES</u>				
<u>DESCRIPTION</u>	<u>UNIT</u>	<u>UNIT RATE</u>	<u>QUANTITY</u>	<u>TOTAL</u>
1 Personal Vehicle Mileage	Miles	\$ 0.750		\$ -
2 Direct Expense Allowance	Ea	\$ 1,000.00	1	\$ 1,000.00
3				\$ -
4				\$ -
5				\$ -
REPRODUCTIONS - AT COST (Estimates Only)				
Printing (8-1/2" x 11")	Each	\$ 0.10		\$ -
Printing (11" x 17")	Each	\$ 0.15		\$ -
Bond Large Format	Each	\$ 1.50		\$ -
Mylar Large Format	Each	\$ 12.50		\$ -
Exhibits	Each	\$ 250.00		\$ -
Deliveries/Postage	Each	\$ 50.00		\$ -
SUBTOTAL DIRECT AND OUTSIDE EXPENSES				\$ 1,000.00

<u>SUBCONSULTANTS FEE</u>		
<u>SUBCONSULTANT</u>	<u>TASK</u>	<u>FEE</u>
1		\$ -
2		\$ -
3		\$ -
4		\$ -
5		\$ -
6		\$ -
7		\$ -
8		\$ -
9		\$ -
10		\$ -
SUBTOTAL SUBCONSULTANTS FEE		\$ -

<u>ALLOWANCES</u>		
<u>CONSULTANT/EXPENSES</u>	<u>TASK</u>	<u>FEE</u>
1		\$ -
2		\$ -
3		\$ -
4		\$ -
5		\$ -
SUBTOTAL ALLOWANCES		\$ -

<u>CONTRACT TERMS</u>			
<u>PAYMENT METHOD</u>	x	LUMP SUM	2026 AZ/NV Standard Rates
<u>CONTRACT DURATION</u>	1095	TIME AND MATERIALS (CALENDAR DAYS)	(ARDURRA RATE TABLE NAME)
<u>PROCUREMENT METHOD</u>	d	SOLICITATION / DIRECT SELECT	Start Date: 5/1/26 End Date: 5/1/29
	no	ON-CALL TASK ORDER	no (ON-CALL CONTRACT NO.)



DERIVATION OF FEE PROPOSAL SUMMARY

Task	Description	# of Sheets	Engineering Dept. Manager	Team Lead / Sr. Project Manager	Sr. Project Manager	Project Manager / Sr. Project Engineer	Assistant Project Manager / Project Engineer	EIT II	Engineer Intern	Survey Manager	Surveyor II	Surveyor I	2-Person Survey Crew	Project Coordinator	Total Hours By Task	Total Fee By Task
			Hourly Rate	\$ 325.00	\$ 305.00	\$ 270.00	\$ 240.00	\$ 190.00	\$ 155.00	\$ 85.00	\$ 230.00	\$ 160.00	\$ 155.00	\$ 200.00		
1	CO19 - 2026-2027 Support Services		steve					hunter		aaron						
1.1	Project Management and Admin (156 wks)	78													78	\$25,350.00
1.2	Meetings & Coordination (156 weeks)	312						468		156					936	\$209,820.00
1.3	Phase 4 Updates	10						40							50	\$9,450.00
1.4	Phase 6 Updates	10						40							50	\$9,450.00
1.5	Legals, Plats, Survey Docs	4						20		20					44	\$9,000.00
	SUBTOTAL CO19 - 2026-2027 Support Services		414	0	0	0	0	568	0	176	0	0	0	0	1,158	\$263,070.00
	Total Hours		414	0	0	0	0	568	0	176	0	0	0	0	1,158	
	Total Dollars		\$ 134,550.00	\$ -	\$ -	\$ -	\$ -	\$ 88,040.00	\$ -	\$ 40,480.00	\$ -	\$ -	\$ -	\$ -		\$ 263,070.00